

## ETSC CERTIFICATION SUBCOMMITTEE

MSP HQ 2<sup>nd</sup> Floor Conference Room

Thursday December 1, 2005

Meeting Minutes

PRESENT: John Bawol, Bill Charon, James Fyvie, Suzan Hensel, James Loeper, Dan Loftus, Harriet Miller-Brown, Charles Nystrom

ABSENT: Dale Gribler, Leonard Norman, Christina Russell, Scott Temple

### I. Approval of August 4, 2005 meeting minutes

Mr. Bawol made a **MOTION** to approve the minutes of August 4, 2005, Sgt. Loftus supported, the **MOTION** carries.

### II. Old Business

#### A. County Compliance Review Updates

Kent County Review – Ms. Miller-Brown noted that expenditures with MSP and Grand Rapids Police Department (GRPD) looked good. They have spent down their training funds in accordance with the statute. Letters were sent to the other Kent County PSAPs indicating that they need to spend down their training funds. They all have in excess of \$1,000.00 each to spend. A concern of the committee is that Kent County retains 5% totaling approximately \$70,000.00. There are also substantial delays with Kent County getting money to PSAPs - in some instances it is in excess of 100 days. A site visit will be scheduled to all of the Kent County PSAPs after January 1, 2006. Janet will contact each PSAP to schedule. Currently there are no issues with GRPD or MSP. They are actively working with their wireless providers to deploy. Ms. Miller-Brown has confirmed this activity with the providers.

Isabella County Review – The information was reviewed and looked good. Ms. Miller-Brown will complete a draft summary and email to members prior to the December 13 ETSC meeting.

Leelanau County Review– The information was reviewed and looked good. The only recommendation that was made is they need to develop policy and procedures and have a training system in place. Ms. Miller-Brown has been advised they are working on this. Ms. Miller-Brown will complete a draft summary and email to the members of the committee prior to the December 13 ETSC meeting.

Antrim County – As a follow up to their recent review, the county was recommended that they open their plan, add a firefighter to the 9-1-1 board and close their plan, which they have completed.

#### B. Certification of Counties

Gratiot County – They are not going to be Phase II compliant by December 31, 2005. The new communications center and mapping equipment will not be complete. Ms. Miller-Brown has been in contact with Mr. Mark Duflo, Director of Gratiot County Central Dispatch, regarding the Phase II compliance and timelines related to the compliance. During conversations in the past she has made different suggestions to assist him with the process. According to the statute, if Gratiot County is not Phase II compliant by December 31, 2005, they will lose their wireless funding for the first quarter (at a minimum). Mr. Fyvie and Ms. Hensel have volunteered to visit the center to assist the director with mapping and other issues pertaining to becoming Phase II compliant as soon as they can. (Mr. Fyvie and Ms. Hensel scheduled the visit for Monday December 5, 2005)

Ogemaw County - They have contacted and requested Phase II. The wireless providers in their county are currently receiving Nextel Phase II. Mr. Greg Clark, Director of Ogemaw County,

is working with the providers. Their equipment was deployed and turned on prior to requests being made to providers.

Detroit Service District – They are at a state of readiness. Wireless providers alerted Ms. Miller-Brown that Detroit Service District is Phase II compliant.

Ms. Miller-Brown suggested that after the counties reviews are completed, the Certification Subcommittee should review these two counties and one service district's accounting. These counties were on restricted status for a time and the subcommittee members should verify the wireless funds received during that time frame were spent on becoming compliant only i.e. equipment etc. Mr. Charon commented that since the Attorney General has ruled that once counties on restricted status become compliant, they are free to spend monies received during that period without restrictions, he saw little benefit in such action.

Ms. Hensel made a **MOTION** to certify 81 counties plus Four Wayne County Service Districts to be certified with the exception of Gratiot county with the provision that Gratiot County will be certified upon information from the investigative team of Ms. Hensel and Mr. Fyvie. Mr. Loeper supported, the **MOTION** carries.

### III. New Business

Gladwin County – Information has been received by the State 9-1-1 Administrative office of allegations of misuse etc. at Gladwin County Central Dispatch. There has also been a letter requesting a review from the staff. This information was forwarded to Sheriff Dale Gribler and Mr. William Charon as soon as it was received. Ms. Miller-Brown has had conversations with both parties involved and made a recommendation to the subcommittee that a by-request review be done of Gladwin County. According the ETSC policy, a by-request review is recommended to the ETSC and they will approve or deny the review. When this review is approved by the ETSC, the subcommittee will interview all parties involved.

Mr. Loeper made a **MOTION** that a recommendation is made to the ETSC to approve a by-request review of Gladwin County. Ms. Hensel supported, the **MOTION** carries.

When the Gladwin County review is approved, Mr. Charon requested that Ms. Hensel, Mr. Bawol, Mr. Norman, Sheriff Gribler do the review. Ms. Miller-Brown and Mr. Charon will also participate

Alpena County - Mr. Bruce Wozniak made an inquiry to the State 9-1-1 Administrative office regarding cost allocation of his PSAP (indirect costs – what the county charges the PSAP, etc). During the inquiry he noted to Ms. Miller-Brown that his 9-1-1 board has not met in 7-10 years. While the cost allocations may be an issue, Ms. Miller-Brown has concerns about other compliance issues including 9-1-1 board meeting and composition.

Sgt. Loftus made a **MOTION** to do a for cause review on Alpena County, Mr. Loeper supported, the **MOTION** carries. Mr. Charon requested that the team include Mr. Loeper, Sgt. Loftus, and Mr. Nystrom. Ms. Miller-Brown and Mr. Charon will also participate.

Ms. Hensel questioned the Compliance Team reimbursement policy. She wondered if the county reimburses for expenses to participate on Compliance Reviews, should she submit her expenses to the State 9-1-1 Administrative Office also. Ms. Miller-Brown confirmed only submit expenses if the county does not reimburse for the compliance reviews.

### IV. Call to the public – none

### V. Next meeting – Tuesday March 14, 2006